



SANDRA SHEWRY
Director

State of California—Health and Human Services Agency
Department of Health Services



ARNOLD SCHWARZENEGGER
Governor

July 20, 2005

PPL No. 05-004

TO: Local Governmental Agencies (LGA)
Medi-Cal Administrative Activities (MAA) Coordinators

SUBJECT: **New Claiming Plan Amendment Checklist**

This Policy and Procedure Letter (PPL) is the official transmittal for a new Claiming Plan Amendment Checklist. The new checklist was developed in consultation with the LGAs to streamline the process; most amendments can now be completed with an email.

As specified on the checklist, MAA Claiming Plan Changes 1-4 are the only activities that require that the LGA to complete a new claiming plan amendment. The required action/documentation for the MAA Claiming Plan Changes 5-19 is reduced substantially. This will speed up the process, simplify the program, and assist the department in paying your invoices in a more efficient manner. The new checklist, attached to this PPL, can be found on the DHS Web page (www.dhs.ca.gov/maa).

If you should have any questions concerning this policy, please contact your claiming analyst or Mr. Fred Chow, Chief, Administrative Claiming Operations Unit, at (916) 552-9618 or by email at Fchow@dhs.ca.gov.

Sincerely,

Original Signed by Elizabeth Touhey

Elizabeth Touhey, Chief
Administrative Claiming Local and
Schools Services Section

Enclosure

cc: See Next Page

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